

# LEWIS CLARK VALLEY METROPOLITAN PLANNING ORGANIZATION

## Unified Planning Work Program Fiscal Year 2004

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**Approved by the Board November 25, 2003**

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## Purpose

Lewis Clark Valley Metropolitan Planning Organization (LCVMPO) is newly formed and is now responsible for conducting a continuing, coordinated, and comprehensive transportation planning process in the Lewis Clark Valley consistent with Federal and State laws. LCVMPPO's work will involve regional transportation policy development, public involvement, technical studies, and project planning and programming for the cities of Asotin, Washington and Lewiston, Idaho and the counties of Asotin County, Washington and Nez Perce County, Idaho.

This Unified Planning Work Program (UPWP) outlines LCVMPPO's intended work for fiscal year 2004 ending on September 30, 2004.

## Development Process

Development of this initial UPWP was a coordinated process involving the four member agencies of the LCVMPPO and representatives from the Metropolitan Planning Organization's (MPO) Technical Advisory Committee (TAC). UPWP tasks are intended to place LCVMPPO in a good position to begin the process of formally adopting a regional long-range transportation plan and Transportation Improvement Program (TIP).

## Funding Sources

Funds used for LCVMPPO activities in FY04 are derived from local agencies actively participating in transportation planning, as well as from federal agencies. Combined funding for FY04 activities is estimated to total \$186,262.00 from the following sources and includes the unused carry-over of planning funds from FY 03. FY 04 funds are budgeted at fifty (50) percent of the expected total to allow additional funds to be available in FY 05.

Source of Funds	FY 03	FY 04 (50%)	Total
Federal Highway Administration (FHWA) – WSDOT	\$30,706.00	\$20,287.00	\$50,993.00
Federal Transit Administration (FTA - 5303) – WSDOT	\$0.00	\$4,559.00	\$4,559.00
Federal Highway Administration (FHWA) – ITD	\$49,970.00	\$25,573.00	\$75,543.00
Federal Transit Administration (FTA- 5303) - ITD	\$12,403.00	\$6,208.00	\$18,611.00
Federal Transit Administration (FTA) – 5307	\$16,000.00	\$0.00	\$16,000.00
Local Funding Sources (Match for WSDOT)	\$4,792.00	\$4,306.00	\$9,098.00

		\$	
Local Funding Sources (Match for ITD)	\$4,941.00	2,517.00	\$7,458.00
Local Funding Sources (FTA 5307 – Lewiston only)	\$4,000.00	\$0.00	\$ 4,000.00
	\$122,815.00	\$63,454.00	\$186,262.00
TOTAL			

## Coordination

Part of LCVMPPO's mission is to ensure the transportation planning and development activities of participating jurisdictions, agencies and interest groups are well coordinated. Coordinated efforts help ensure the optimal use of limited local, state and federal resources. Accordingly, tasks within this first UPWP emphasize the development of procedures and policies for public involvement, and the coordinated sharing of information and data between member agencies.

## Participants

The primary public agency participants in LCVMPPO's regional transportation planning process will likely include:

### LCVMPO Member Agencies

- City of Asotin, Washington
- City of Lewiston, Idaho
- Asotin County, Washington
- Nez Perce County, Idaho

### Other Agencies

- Idaho Transportation Department (ITD)
- Washington State Department of Transportation (WSDOT)
- Port of Lewiston, Idaho
- Port of Clarkston, Washington
- Regional Public Transportation, Inc. (Valley Transit)
- Nez Perce Tribe
- City of Clarkston, Washington
- Camas Prairie RailNet
- Federal Highway Administration
- Federal Transit Administration

## Significant Issues Facing the Region in FY04

Like most areas, the LCVMPPO member agencies are facing the prospect of improving and updating an aging infrastructure while trying to accommodate growth. Some of the challenges we face are:

- Secure funding for the continuance and expansion of public transportation in the urban area;
- Providing an inter-modal transit facility;
- Maintaining and improving the level of service for traffic flow among all jurisdictions in the urban area;
- Developing and implementing a region-wide unified GIS system;
- Addressing traffic congestion on US 12 through the Cities of Clarkston and Lewiston including the issue of freight mobility;
- Addressing the impacts of a major highway on downtown development;
- Coordination between various land use plans and transportation plans while moving into regional transportation planning;
- Lack of dredging of the Snake River potentially limiting barge traffic;
- Lack of dredging may also have a significant impact on increased rail traffic in the area affecting the number of trains and increased hours of service;
- Potential reconstruction of Snake River Avenue has a potential impact on the continued usage of rail service to destinations along the Snake River;
- Freight service impacted by rising fuel prices, reduced barge traffic and increased congestion;
- Continuance of rail service.

During LCVMPPO's initial start up period in FY04, it is unlikely that these major issues will be resolved. Therefore, we have endeavored to construct a work program for FY04 to best position the MPO to address these issues in the coming years.

## **Defining Roles and Responsibilities**

The Lewis Clark Valley Metropolitan Planning Organization has entered in Memoranda of Understanding with the States of Idaho and Washington that outline the roles and responsibilities of the parties involved in this process. These agreements are in conformance with Federal laws under which this MPO was organized.

## **Unfunded Needs in Transportation Planning**

As LCVMPPO begins the process of coordinated regional planning, the MPO recognizes that the costs to meet the needs exceed available funding. The following items describe our greatest needs which are not covered by anticipated funding:

- Development and management of access control on primary corridors throughout the urban area to improve connectivity between commercial/industrial areas and residential areas;
- Approaches on all bridges for safety and congestion issues;
- Improvements in freight movement within the urban area to serve major destinations;

- Congestion mitigation;
- Air quality improvement;
- Potential need for major bridge improvements serving all communities;
- Regional signal timing studies and use of intelligent transportation systems (ITS) as a tool to minimize congestion;
- Signalization coordination and upgrades;
- Expanded public transit service throughout the region.

## **UPWP Activities for FY04**

The remainder of this document describes planning activities that LCVMPPO will undertake, from the adoption date of this UPWP through September 30, 2004. The MPO has identified the following five major work program categories:

1. MPO Administration (including FY05 UPWP preparation, public involvement and Title VI activities)
2. Baseline Data Collection
3. Phase One of the Regional Transportation Plan
4. Public Transportation Master Plan
5. Interim Transportation Improvement Program

Objectives, tasks, expected work products and costs for the four program categories are defined below.

### **1.0 MPO Administration**

#### Objectives

- To provide for all of LCVMPPO's administrative needs, including but not limited to progress reporting, budgeting, financial documentation, and preparation of materials needed to fulfill federal funding requirements.
- To determine planning work needed between October 1, 2004 and September 30, 2005, and to identify a budget and sources of revenue for next year's planning activities.

#### Scope

- 1.0 General Administration. This task includes but is not limited to staff support for fiscal, legal and secretarial needs, staff meetings and training, policy board meetings, advisory committee meetings, staff reporting, and other miscellaneous administrative tasks.
- 1.1 Prepare a Public Involvement Plan to define how the LCVMPPO will interact with stakeholders, the public and other agencies throughout the planning process.
- 1.2 Develop an indirect cost allocation plan;
- 1.3 Prepare a plan to ensure compliance with Title VI of the Civil Rights Act of 1964.
- 1.4 Prepare FY 05 Unified Planning Work Program.

- 1.5 Prepare FY 04 Annual Report on LCVMPPO activities.
- 1.6 Inter-local coordination. This task provides for coordination work that is not covered under other work tasks. LCVMPPO expects that meetings, workshops, educational efforts and other outreach activities may be needed throughout the year to involve citizens, technical staff, elected officials and stakeholders. The intent of this task is to ensure adequate agency coordination, public education and stakeholder participation in the overall planning process.

Products

Completion and adoption of necessary reports and documents described above.

Budget and Revenue Source

<b>1.0 MPO Administration</b>				
	<b>Funding Source</b> <i>(See page 3 for sources of funds by State)</i>			
	<b>FHWA/PL</b>	<b>FTA5303</b>	<b>Local Match</b>	<b>Total</b>
LCVMPO	\$ 46,336.00	\$ 4,634.00	\$ 5,630	\$56,600.00

## **2.0 Baseline Data Collection**

### Objective

To coordinate the collection and establish the consistency of data related to state and local roadways, transportation facilities and systems in Lewis Clark Valley. This task will position the LCVMPPO to prepare a long-range transportation plan in FY04-05. Data collected will be used to update and recalibrate existing regional travel-demand models and provide inputs for new models, and to assist LCVMPPO and member agencies with transportation planning activities.

### Scope

- 2.1 Identify available transportation data and obtain new data in areas which are currently deficient;
- 2.2 Coordinate a process for annual traffic and vehicle classification counts;
- 2.3 Establish protocols for consistency of data characteristics;
- 2.4 Create a region-wide GIS system for transportation data.

### Products

Initial implementation of a regional GIS system for transportation issues. Begin the process to utilize baseline data for use in future updates of regional travel-demand model and other planning activities by LCVMPPO and member agencies.

### Budget / Revenue Source

<b>2.0 Baseline Data Collection</b>				
	<b>Funding Source</b>			
	<b>FHWA/PL</b>	<b>Local</b>	<b>Total</b>	
LCVMPO and Consultant	\$48,854.00	\$5,381.00	\$54,235.00	

### **3.0 Phase One Regional Long Range Transportation Plan**

#### Objective

To prepare request for qualifications, contract documentation, schedules and procedures for the selection of a consultant and to select contractor to begin the regional long-range transportation plan with a completion date of October 1, 2005.

#### Scope

- 3.1 Develop a consultant scope of services for a long range transportation plan;
- 3.2 Develop RFQ for transportation planning consultant
- 3.3 Issue and monitor contract
- 3.4 Conduct public outreach for comment on issues related to the transportation plan

#### Products

Preliminary draft of the Regional Long Range Transportation Plan and public participation process.

#### Budget / Revenue Source

<b>3.0 Phase One Regional Long Range Transportation Plan</b>				
	<b>Funding Source</b>			
	<b>FHWA/PL</b>	<b>FTA5303</b>	<b>Local</b>	<b>Total</b>
LCVMPO and consultant	\$22,879.00	\$0.00	\$2,521.00	\$25,400.00

#### **4.0 Public Transportation Master Plan**

##### Objective

As a component of the Regional Long Range Transportation Plan, plan for future development of a public transportation system in Lewis Clark Valley, including but not limited to identification of area transit needs and potential financial resources.

##### Scope

3.5 Assess countywide transit needs.

3.6 Determine short (5-year) and long-range (20-year) regional transit system options.

3.7 Develop transit funding and implementation strategies.

3.8 Evaluate alternatives for intermodal transit facility.

##### Products

Transit Master Plan.

##### Budget / Revenue Source

<b>4.0 Public Transportation Master Plan</b>				
	<b>Funding Source</b>			
	<b>FTA5303</b>	<b>FTA5307</b>	<b>Local</b>	<b>Total</b>
LCVMPO and Consultant	\$18,536.00	\$0.00	\$2,091.00	\$20,627.00
Intermodal Transit Facility (Lewiston match)	\$0.00	\$16,000.00	\$4,000.00	\$20,000.00
<b>Total</b>	<b>\$18,536.00</b>	<b>\$16,000.00</b>	<b>\$6,091.00</b>	<b>\$40,627.00</b>

## 5.0 FY04-08 Interim Transportation Improvement Program (TIP)

### Objective

To prepare the Interim Transportation Improvement Program for the Lewis Clark Valley.

### Scope

3.9 Develop a project selection process.

3.10 Prepare the Interim Transportation Improvement Program for Lewis Clark Valley, along with associated documentation to support its approval.

3.11 Conduct public outreach activities to allow for comment on the draft TIP.

### Products

Interim TIP and associated documentation for submittal to ITD and WSDOT. *Note: TIP will be considered interim until a final Regional Transportation Plan is adopted.*

### Budget / Revenue Source

5.0 Interim Transportation Improvement Program (TIP)				
	Funding Source			
	FHWA/PL	Local	Total	
LCVMPO	\$8,467.00	\$933	\$9,400.00	

## Overall Budget

Task	Budget	Funding Sources			
		FHWA	FTA5303	FTA5307	Local
1.0 MPO Administration	\$56,600.00	\$46,336.00	\$4,634	\$0.00	\$5,630
2.0 Baseline Data Collection	\$54,235.00	\$48,854.00	\$0.00	\$0.00	\$5,381.00
3.0 Phase One Regional Transportation Plan	\$25,400.00	\$22,879.00	\$0.00	\$0.00	\$2,521.00
4.0 Public Transportation Master Plan	\$20,627.00	\$0.00	\$18,536.00	\$0.00	\$2,091.00
<i>4.0 Intermodal Transit Facility component (Lewiston only match)</i>	\$20,000.00	\$0.00	\$0.00	16,000.00	\$4,000.00
5.0 FY04-08 Interim Transportation Improvement Program	\$9,400.00	\$8,467.00	\$0.00	\$0.00	\$933.00
<b>TOTAL</b>	<b>\$186,262.00</b>	<b>\$126,538.00</b>	<b>\$23,170.00</b>	<b>\$16,000.00</b>	<b>\$20,556.00</b>